



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **PSPREG421A Take custody of and store weapons**

**Release 3**

## PSPREG421A Take custody of and store weapons

### Modification History

Release	TP Version	Comments
3	PSP12V1	Unit descriptor edited.
2	PSP04V4.2.	Layout adjusted. No changes to content.
1	PSP04V4.1	Primary release.

### Unit Descriptor

This unit covers the skills and knowledge to enable officers to correctly and safely take custody of and store firearms and other weapons to ensure compliance with legislation, policy and official directions. It includes handling, securing and maintaining weapons.

In practice, handling and storing weapons may overlap with other generalist or specialist public sector work activities such as acting ethically, exercising regulatory powers, acting on non-compliance, complying with legislation, applying government processes.

No licensing, legislative, regulatory or certification requirements apply to this unit at the time of endorsement.

### Application of the Unit

Not applicable.

### Licensing/Regulatory Information

Not applicable.

### Pre-Requisites

Not applicable.

### Employability Skills Information

This unit contains employability skills.

## Elements and Performance Criteria Pre-Content

Elements are the essential outcomes of the unit of competency. Together, performance criteria specify the requirements for competent performance. Text in ***bold italics*** is explained in the Range Statement following.

## Elements and Performance Criteria

### ELEMENT

### PERFORMANCE CRITERIA

#### 1. Take custody of weapons

- 1.1 Safe handling, storage and security requirements for ***firearms, ammunition and other weapons*** are identified and applied.
- 1.2 Procedures for making firearms and other weapons safe for processing, transportation or storage are identified and applied.
- 1.3 ***Personal safety*** is maintained in relation to handling firearms and other weapons.
- 1.4 ***Standing procedures*** relating to accidental discharge of firearms and incidents involving other weapons are identified and followed as required.
- 1.5 Up-to-date knowledge of procedures for reporting and dealing with injury is maintained and applied.
- 1.6 Situations requiring assistance are identified and support is promptly requested in accordance with organisational policy and procedures.

#### 2. Secure and maintain weapons

- 2.1 Weapons are secured in accordance with legislation, organisational policy and procedures.
- 2.2 Care and storage requirements for firearms, ammunition and other weapons are identified and followed.
- 2.3 Weapons are maintained or disposed of in accordance with organisational procedures and legislative requirements.
- 2.4 ***Reporting and recordkeeping procedures*** for firearms, ammunition and other weapons are followed.
- 2.5 Procedures for reporting loss, damage or theft of firearms, ammunition or other weapons are identified and followed.

## Required Skills and Knowledge

This section describes the essential skills and knowledge and their level, required for this unit.

### Skill requirements

Look for evidence that confirms skills in:

- rendering safe a variety of weapons and firearm types
- undertaking safe handling, transportation and storage of firearms, ammunition and other weapons
- applying regulations and codes of practice
- reading and applying complex information from legislation and procedures
- using communication to confirm information and requirements and seek assistance
- responding to diversity, including gender and disability
- recording and reporting weapon movement

### Knowledge requirements

Look for evidence that confirms knowledge and understanding of:

- a variety of weapons, firearm types and munitions
- requirements for handling firearms and other weapons
- State/Territory and Commonwealth legislation relating to firearms and other weapons
- public sector legislation, standards and codes of conduct
- safety and environmental procedures relating to firearms, ammunition and other weapons
- responsibility as first on the scene for seeking assistance and rendering first aid in the event of incidents causing injury

## Evidence Guide

The Evidence Guide specifies the evidence required to demonstrate achievement in the unit of competency as a whole. It must be read in conjunction with the Unit descriptor, Performance Criteria, the Range Statement and the Assessment Guidelines for the Public Sector Training Package.

### Units to be assessed together

- *Pre-requisite* units that must be achieved prior to this unit: *Nil*
- *Co-requisite* units that must be assessed with this unit: *Nil*
- *Co-assessed units* that may be assessed with this unit to increase the efficiency and realism of the assessment process include, but are not limited to:
  - PSPETHC401A Uphold and support the values and principles of public service
  - PSPGOV422A Apply government processes
  - PSPLEGN401A Encourage compliance with legislation in the public sector
  - PSPREG401C Exercise regulatory powers
  - PSPREG402C Promote client compliance
  - PSPREG405B Act on non-compliance

### Overview of evidence requirements

In addition to integrated demonstration of the elements and their related performance criteria, look for evidence that confirms:

- the knowledge requirements of this unit
- the skill requirements of this unit
- application of the Employability Skills as they relate to this unit (see Employability Summaries in Qualifications Framework)
- taking custody and storage of weapons in a range of (3 or more) contexts (or occasions, over time)

### Resources required to carry out assessment

These resources include:

- legislation, policy, procedures and protocols relating to handling and storage of weapons
- case studies and workplace scenarios to capture the range of situations likely to be encountered when taking custody and storing of weapons

### Where and how to assess evidence

Valid assessment of this unit requires:

- a workplace environment or one that closely resembles normal work practice and replicates the range of conditions likely to be encountered when handling and storing weapons, including coping with difficulties, irregularities and breakdowns in routine

- taking custody and storage of weapons in a range of (3 or more) contexts (or occasions, over time)

Assessment methods should reflect workplace demands, such as literacy, and the needs of particular groups, such as:

- people with disabilities
- people from culturally and linguistically diverse backgrounds
- Aboriginal and Torres Strait Islander people
- women
- young people
- older people
- people in rural and remote locations

Assessment methods suitable for valid and reliable assessment of this competency may include, but are not limited to, a combination of 2 or more of:

- demonstration
- observation
- questioning
- scenarios
- simulation or role plays
- authenticated evidence from the workplace and/or training courses

**For consistency of assessment**

Evidence must be gathered over time in a range of contexts to ensure the person can achieve the unit outcome and apply the competency in different situations or environments

## Range Statement

The Range Statement provides information about the context in which the unit of competency is carried out. The variables cater for differences between States and Territories and the Commonwealth, and between organisations and workplaces. They allow for different work requirements, work practices and knowledge. The Range Statement also provides a focus for assessment. It relates to the unit as a whole. Text in ***bold italics*** in the Performance Criteria is explained here.

***Firearms*** may include:

- rifles
- handguns
- shotguns
- air firearms

***Ammunition*** may include:

- centre fire and rim-fire small arms ammunition
- shotgun cartridges
- air pellets

***Other weapons*** may include:

- knives
- swords
- bows
- crossbows
- batons
- blowguns and darts
- box cutters
- wire cutters
- scissors
- spikes
- syringes
- skewers
- improvised weapons
- explosives and improvised explosive devices (rendered safe)

***Personal safety issues*** may include:

- where weapons are encountered
- whether weapons are legal/licensed
- using safe procedures for unloading firearms
- the state of firearm readiness in which the firearm is presented for examination
- knowledge of firearm safety rules
- the provision or creation of a safe direction in which to conduct firearm safe handling procedures
- personal protective equipment

***Standing procedures*** may include:

- first aid treatment for gunshot wounds and other injuries
- preserving a crime scene in an incident involving the

***Reporting and  
recordkeeping***

***procedures*** may include:

- discharge or theft of a firearm, or ammunition
- procedures for unloading and making firearms safe
- procedures for transferring weapons or referring their detection to others

**Unit Sector(s)**

Not applicable.

**Competency field**

Regulatory.